



Training and DBS clearance policy

HBCPP03
Version 4
July 2019
Page 1 of 1

Document reviewed and accepted by Committee of Harlequin Bowmen

Training

It is a statutory requirement that anyone working with children or who may come into regular contact with children (directly or indirectly) should receive the category level 1 information, instruction and training that is recognised by NSPCC (National Society for the Prevention of Cruelty to Children) and CPSU (Child Protection in Sport Unit).

Harlequin Bowmen's appointed Safeguarding Officer (formerly the Child Protection Officer) and Deputy have attended the national recognised training course to enhance their awareness, skills and competency to undertake the post.

The club's Chairman, Secretary and Junior Representative who are key members of the committee are strongly advised to attend the course as they may be required to participate in any investigation launched by the Safeguarding Officer.

Coaching officials receive a higher level of training due to the 'close' nature of their role when working with children, young people and vulnerable adults.

All of the above roles are expected to attend a refresher course every three years.

Disclosure and Barring Service (DBS) Checks (formerly CRB checks):

Key members on the committee (as identified above) are vetted prior to formal appointment. Archery GB, who is registered with the Disclosure and Barring Service (DBS) manages the vetting process.

Disclosure and Barring Service (DBS) forms are obtained from Archery GB Safeguarding Officer.

A Disclosure and Barring Service (DBS) disclosure tells Archery GB a person's recorded offences and may indicate that a person is not suitable to work with children. This information is protected within Archery GB. The club will be advised by means of a disclosure certificate issued by Archery GB.

All club coaches undergo Archery GB enhanced Disclosure and Barring Service (DBS) checks as part of their license to coach.